



*PINE RIVERS GOLF CLUB*

# Conference Meetings Functions



**Function Information Pack**

**Effective: April 2011**

# CONTENTS

## What we can do

Complimentary Gifts from Pine Rivers Golf Club .....	Page 3
What is available to you .....	Page 3
Our Function Rooms .....	Page 3
Marquees .....	Page 4

## Menus

Platters .....	Page 5
Buffet Menus .....	Page 6
Set Menu .....	Page 9
Beverages .....	Page 11

## Terms and Forms

Terms and Conditions .....	Page 12
Costs .....	Page 13
Function Booking Agreement .....	Page 14

## COMPLIMENTARY

To put that finishing touch on your event we supply complimentary tea and coffee for your guests and cold jugs of orange juice and water.

## WHAT IS AVAILABLE TO YOU

At Pine Rivers Golf Club we can cater to your needs. Once we know what your needs are we can help you plan your function that is just how you want it and ensure everything runs smoothly.

Our menus' cater for a range of tastes and include buffet and set menu options. We understand that there may be some special food requirements for some of your guests, let us know if there are and we will do our best to work around their requests.

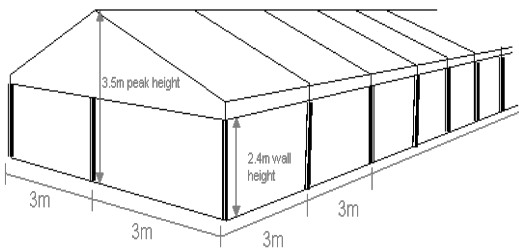
Our bar hosts basic spirits, popular beers and a small range of wines. If there are specific beverages you wish to be available please check with our Function Manager and we will endeavour to meet your needs.

## OUR FUNCTION ROOMS

We have a few options when it comes to where you would like to have your function. Pine Rivers Golf Club House has an open function area inside that can seat 60 guests comfortably. If more space is required our dining area and or outdoor undercover area can be used to seat extra guests. If you desire a more private function, we have marquees you can hire in various sizes. Marquees are a great alternative if you require more space and privacy; see below for marquee sizes and prices. Once we know what your needs are we can then help you design a floor arrangement that can accommodate your guests.

# MARQUEES

MARQUEE SIZE		NUMBER OF GUESTS			COST
WIDTH (M)	LENGTH (M)	STAND UP COCKTAIL	THATRE SETTING	1.85M ROUND TABLES	STARTING FROM...
6	6	45	55	30	\$378.00
6	9	67	83	40	\$567.00
6	12	90	110	60	\$756.00
6	15	112	138	70	\$945.00
6	18	135	166	90	\$1134.00
6	21	157	193	100	\$1323.00
6	24	180	221	120	\$1512.00



# MENUS

*We would be happy to design packages & menus*

*to suit your function requirements however here are some examples of what we can do*

## PLATTER MENU

### HOT SAVOURY PLATTERS

#### PLATTER 1

**\$80.00 for 100 pieces**

Mini Spring Rolls

Fish Cocktails

Dim Sims

Vegetable Samosas

Salt & Pepper Squid

#### PLATTER 2

**\$120.00 for 80 pieces**

Cocktail Sausage Rolls

Mini Quiche

Party Pies

Spinach & Cheese Parcels

### COLD PLATTERS

*\*To cater for 25 guests*

<b>Dip Platters</b>	<b>\$35.00</b>
<b>Cheese &amp; Kabana Platters</b>	<b>\$45.00</b>
<b>Fresh Fruit Platter</b>	<b>\$45.00</b>

# BUFFET MENU'S

## **Menu 1 - \$20.00pp**

### **Roast Buffet**

#### **MAINS**

#### **Choose Two**

Roast Beef

Roast Lamb

Roast Pork

#### **SERVED WITH**

Roast Potato & Pumpkin

Seasonal Steamed Vegetables

Fresh Bread Rolls & Butter

#### **DESSERT OPTION**

**\$3.50pp**

#### **Choose One**

Sticky Date Pudding

Mud Cake & Chocolate Sauce

# BUFFET MENU'S

## **Menu 2 - \$20.00pp**

### **BBQ Buffet**

#### **MAINS**

Rump Steak

Marinated Chicken

Sausages

Grilled Onions

#### **SERVED WITH**

Chef Salads

Chat Potatoes

#### **DESSERT OPTION**

**\$3.50pp**

#### **Choose One**

Sticky Date Pudding

Mud Cake & Chocolate Sauce

# BUFFET MENU'S

## **Menu 3 - \$30.00pp**

### **MAINS - Choose Two**

Green Thai Chicken Curry

Beef & Prawn Stir Fry with Hokkien Noodles

Spaghetti & Meatballs in rich Tomato Sauce

Penne in a Creamy Chicken, Sundried Tomato, Basil & Olive Sauce

Beef, Red Wine & Mushroom Casserole

Tandoori Coconut Lamb

### **SALADS - Choose Four**

Garden Salad

Greek Salad

Caesar Salad

Potato Salad

Traditional Coleslaw

Moroccan Rice Salad

Pasta Salad

### **SERVED WITH**

Steamed Jasmine Rice

Fresh Bread Rolls & Butter

### **DESSERT - Choose One**

Sticky Date Pudding

Mud Cake & Chocolate Sauce

# SET MENU

**2 Courses \$35.00pp**

**Entrée & Main OR Main & Dessert**

**3 Courses \$40.00pp**

**Entrée/Main/Dessert**

**A Choice of two in each course served alternatively**

## **ENTREES**

Thai Beef Salad

Chicken, Avocado & Brie Tart

Salt & Pepper Squid

Chicken Caesar Salad

## **MAINS**

Rib Eye Fillet with Red Wine & Mushroom Jus

Moroccan Chicken Breast with Passionfruit Glaze

Grilled Chicken Breast with Smoked Salmon & Caper Sauce

Atlantic Salmon Fillet with Sweet Chilli Glaze

Braised Lamb Shank in Red Wine & Tomato Sauce

**ALL SERVED WITH SEASONAL VEGETABLES**

**& FRIED CHAT POTATOES**

## **DESSERTS**

Mississippi Mud Cake with Chocolate Fudge Sauce

Banana & Coconut Brulee

Passionfruit Cheesecake

Chocolate & Lime Pudding

Fresh Fruit Salad with Ice Cream

# BEVERAGE OPTIONS

## **OPTION 1 – RUNNING A TAB**

You decide on what beverages are available to your guests & set a fixed amount i.e. \$1200

You can check on the amount at anytime. When the limit is reached you may choose to increase the limit or have a cash bar.

## **OPTION 2 – CASH BAR**

Guests will pay for their own beverages.

# TERMS AND CONDITIONS

## **PAYMENT**

Full Payment by Cash, Credit Card or Cheque for catering is required 7 working days prior to your function with the exception of the Beverage Option 2, which will be finalised at the completion of your function.

## **GUESTS**

Under Licensing Regulations guests attending a function on the premises are required to sign the visitor's register at Entry Reception.

## **MINORS ON LICENSED PREMISES**

While children are welcome at your function, it is an offence for minors to approach or obtain service from the bar.

## **PERSONAL PROPERTY**

Whilst the Club will take great care we will not accept responsibility for damage or loss of items in the function room before, during or after the event. Any found items are reported to the Duty Manager at the Bar.

## **FUNCTION AGREEMENT**

A Function agreement must be completed & signed with the room deposit to confirm your booking.

# COSTS

## **Room Hire**

Our Room Hire charge normally is \$300.00, however for a limited time only we have a 'FREE ROOM HIRE' special. Now is a great opportunity to have an affordable wedding and save costs.

## **Catering**

You will find our prices for food in our 'Menus' section on pages 5 -9. These prices include table/chair hire and white table cloths.

Check with the Club for promotions running. There may be a 'MID-WEEK BOOKING DISCOUNT' where if you book your function to be on a Tuesday or Wednesday you can reap major discounts per person.

## **Security**

If you are planning on having 50+ guests at your function and serving alcohol we will require security. Security however is not included in the price and will come at an additional charge. Current charges stand at a minimum of \$209 (8pm-1am).

## **Beverages**

For costs and information on bar tabs/cash bar see page 11. If you would like specific beverages that we currently do not stock we can order them in at an additional cost. Prices vary depending on desired additional beverages.

# FUNCTION BOOKING AGREEMENT

## FUNCTION BOOKING AGREEMENT

1. Any damaged caused to the venue or property during a function is the financial responsibility of the Hirer.
2. Licensing Laws prohibit liquor supply to disorderly or intoxicated persons.
3. Under Licensing Laws the Pine Rivers Golf Club and authorised staff has the right to cease serving liquor and ask that any person that is acting disorderly or intoxicated to vacate the premises. All functions will be charged according to our function prices.
4. If entertainment volume is deemed excessive, authorised staff has the right to intervene and ensure acceptable volume is maintained throughout the duration of the function. Entertainment is to cease at 11.45pm.
5. Last drinks are 15 minutes prior to the Club closure.
6. In addition to normal Club requirements, for functions and events Security is required at the rate of one officer per 100 guests or as the Club deems necessary. If security is required, costs will be the responsibility of the Hirer.
7. Any additional cleaning costs incurred by this function will be the responsibility of the Hirer.
8. Full Room Hire Cost is required within 14 days of the booking or the room will not be held. Any cancellation made within 30 days of the function will not be refunded.
9. Catering numbers must be confirmed 10 days prior to the function.

Signed: \_\_\_\_\_

Name: (print) \_\_\_\_\_

Date: \_\_\_\_\_

# THANK YOU

Thank you for considering Pine Rivers Golf Club to host your function. We hope we have given you all the information you require to start your function plans at Pine Rivers Golf Club. If there is anything we can do for you or if you have any queries, please do not hesitate to contact us. Below are our details.

Phone: (07) 3285 3130

Fax: 3889 0280

Email: [pineriversgolfclub@bigpond.com](mailto:pineriversgolfclub@bigpond.com)

Website: [www.pineriversgolfclub.com.au](http://www.pineriversgolfclub.com.au)